Registering for Courses

full video available here: https://youtu.be/8SW0di_NCF0

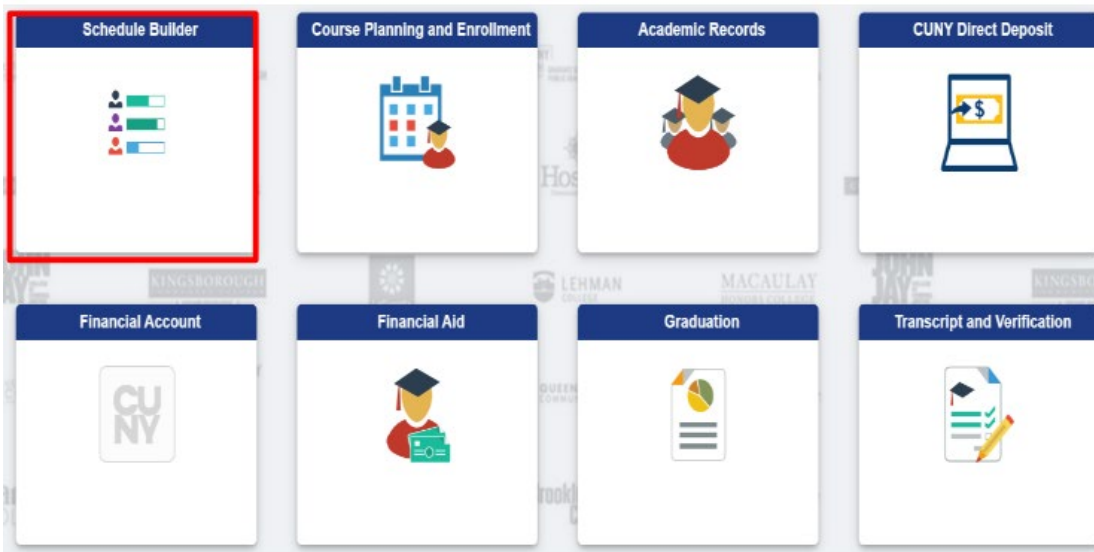**DO NOT access CUNYFirst using mobile apps. *Compatible browsers** are Firefox/ Chrome. *Be sure to allow pop-ups.*

Log into your CUNYFirst account (https://home.cunyfirst.cuny.edu)

On the CUNYFirst Home Menu, select **Student Center**

Select **Schedule Builder**

The Schedule Builder Welcome Page will be visible showing the terms (semesters) available. Choose the term you want to search for classes from the welcome page.

Your home college is pre-selected. If not, select the appropriate college.

Next, choose your preferred instruction mode for your classes. Once finished, you can begin to search for classes.

Then search for the class by entering the subject area, class #, class title or instructor. Use the 'Advanced Search' option to search for classes Based on specific criteria; such as student groups.

Schedule builder will create the schedule based on the combination of courses that are selected. To add or remove a course from your list, check or uncheck the box, on the left, in front of the course name. The generated schedule can be seen in the schedule results.

Course description is available by clicking the arrow to expand course info. The slider provides details about available seats, class location & instructor.

Once you have chosen a class that works for your schedule, select it on the calendar to pin the class by clicking on it. Schedule builder will create the schedule.

Once you are satisfied with the schedule, click on "Get this schedule" at the bottom of the calendar.

To officially enroll in the selected courses, choose the 'enroll' option next to each course. Then select 'Do Actions'

Your schedule is complete! You are officially registered for classes!